

HALFACRE

CONSTRUCTION COMPANY

Established 1970

October 31, 2023

Public Works Department
Attn: Kimberly Humphrey
Facilities Manager / Public Works
1100 N. Chamberlain Blvd, North Port FL 34286

RE: CmaR Mayakkahatchee Creek Environmental Park (MCEP) Restroom Replacement-2023-01

Dear Kimberly:

As a follow up to our discussion on CMAR Negotiations Preconstruction Fee TEAMS meeting, Halfacre Construction is pleased to offer our fee for Preconstruction on this project for \$5,000.00 The scope of Work for this fee is outlined as TASK #1 are:

Design Assistance Review with Design Team/Client toward final design.

Proposal of cost saving measure ideas.

Analyze plans for constructability and value engineering

Attendances at TEAMS Design review meetings.

GMP pricing and submission at 90%-Final drawing Permit Set.

Upon GMP approval permit coordination and submission.

Contracted hourly rates verified - gd.

Fee Schedule breakdown hours by Employee for PreCon \$5000 Fee TASK #1 are as follows:

20 hrs Craig Emery Project Executive @ \$125 = \$2500

15 hrs Tom Reese Preconstruction Director @ \$105 = \$1575

13.22 hrs April Pronovich Assistant Project Manager @ \$70 = \$925

If you have any further questions regarding this matter, please do not hesitate to contact me. Otherwise we will await confirmation of the next scheduled design review meeting.

Sincerely,
HALFACRE CONSTRUCTION COMPANY



Craig Emery
Director of Operations/Senior Project Manager
cemery@halfacrecom
941-685-3019

Exhibit A

Work Assignment 2023-01

Mayakkahatchee Creek Environmental Park (MCEP)

Restroom Replacement

Scope:

Work associated with establishing a GMP based on the request for proposals as submitted by Facilities on August 29, 2023. CMAR Negotiations Preconstruction Fee TEAMS meeting, Halfacre Construction is to offer our fee for Preconstruction on this project for \$5,000.00.

The scope of Work for this fee is outlined as:

- Design Assistance Review with Design Team/Client toward final design
- Proposal of cost saving measure ideas
- Analyze plans for constructability and value engineering
- Attendances at TEAMS Design review meetings
- GMP pricing and submission at 90%-Final drawing Permit Set
- Upon GMP approval permit coordination and submission

Exhibit B
Work Assignment 2023-01
Pre-Construction Schedule

<u>Description</u>		Estimated Calendar Days
Mayakkahatchee Creek Environmental Park (MCEP) Restroom Replacement Notice to Proceed to Completion		
Provide a GMP	\$5,000.00	60 Days

Exhibit C
Work Assignment 2023-01
Mayakkahatchee Creek Environmental Park (MCEP)
Restroom Replacement
Fee Schedule for Work Assignment

Fixed Fee for services described in the Scope of Services:	\$5,000.00
Additional services (not-to-exceed Amount), if authorized:	
TOTAL CONTRACT NOT-TO-EXCEED AMOUNT	\$5,000.00

Notes:

1. Additional services must be authorized in writing by the City prior to performing any such services.
2. Invoicing for services rendered must be monthly.

LETTER OF INTEREST



August 8, 2023

Public Works Department
Attn: Mr. Scott A Holtrey
1100 N. Chamberlain Blvd.
North Port, FL 34286

RE: Myakkahatchee Creek Environmental Park (MCEP) Restroom Replacement – 2023-01

Dear Mr. Holtrey:

In response to your request for Letter of Interest No 2023-01 Myakkahatchee Creek Environmental Park (MCEP) Restroom Replacement, Halfacre is pleased to present our qualifications for Preconstruction Management Services – Continuing Services Contracts for the City of North Port. As you review the following information it is our hope that you will select Halfacre Construction for inclusion with your team on this project.

Scope of Services:

Halfacre is in receipt of the 30% drawings for the demolition of the existing ramp and restroom structure and the construction of a new ADA compliant ramp and either one or two single occupant restrooms that could be either prefabricated or built-in place. This letter of intent will address Preconstruction Construction Management services which upon award will include design assistance/review with the design team/client to help refine construction plans, propose cost saving measures and include attendance at all project meetings working toward a completed permit set of drawings. Halfacre will provide bid services based on a progressing 30/60/90 design for cost reviews by hosting a pre-bid meeting and answering subcontractor questions via addenda. Upon issuance of final drawings Halfacre will present a proposed Guaranteed Maximum Price (GMP) for acceptance as an amendment to the Preconstruction Agreement which will add Construction Phase Services.

Our pricing and cost control process during the bidding phase will include the following steps:

Thorough Scoping:

- Verify/adjust the current construction estimates and compare against client budget
- Inspect and verify the field conditions and compare to the latest plans for accuracy
- Analyze the current plans for constructability and industry best practices
- Establish a value engineering/design alternates list and evaluation criteria
- Review/analyze the construction phasing plan as compared to the client funding schedule
- Gather input from local subcontractors on costs, best practices, phasing, and schedules
- Review/analyze the permitting status and identify long lead permits
- Permitting Coordination when drawings are ready for submittal, we will coordinate with the design team

Accurate Pricing:

- Provide schematic budget and updates at each design phase, 60% completed documents, and GMP at final CD's
- Compare pricing with our own database of historical pricing
- Add alternate budgets based on preliminary information to be used by the team to determine if a full design package is warranted
- Incorporate allowances for unseen conditions (preventing the need for change orders)
- Life cycle cost analysis and value engineering option estimates.

Project Approach:

Although the current design has not progressed enough to thoroughly evaluate all project alternatives and a project budget and timeline have not yet been communicated, Halfacre has identified a few critical project phasing and design alternatives that should be considered.

1. Demolition of current Restroom can allow utilization of existing water and electric during construction activity.
2. Wood species or composite, wood pressure treatment type i.e., CCA and decking should be considered carefully because they can have a substantial impact on costs.
3. Recommend the use of galvanized vs stainless steel fasteners for cost savings
4. Metal roof vs singles i.e., 5v or Standing Seam for longevity and maintenance
5. Prefabricated restroom structure including fixtures could be cost effective if lead times are evaluated and fit into project schedule
6. The current design of column footings is more cost effective than any driven or drilled piles.
7. Project Schedule projected between 3 to 6 months based on completed design

Halfacre Team's Previous Experience/Availability:



Craig Emery - *Preconstruction Manager - 100% Availability for this project*
PGD Airport Continuing Contract Services
Charlotte County Fire/EMS Vehicle Maintenance Facility
Hendry County Emergency Operations Center
Charlotte County Emergency Operations Center



Jim Nicolozakes - *Project Manager - 100% Availability for this project*
RSW - Rental Car Area, AIT Installation Project, Training Center Upgrades,
Mitigation Park Land Mgmt, Rental Car Fire Excavation, AFFF Tank Cleaning Services
PGD Continuing Services
FMY - Obstruction Removal



Jerry Kreissler - *Superintendent - 100% Availability for this project*
Charlotte County - Gasparilla Road Improvements & Expansion
Hardee County IDA Florida Ave/REA Road & Utilities Expansion
Hardee County IDA Martin Luther King Jr. Watermain Expansion
Hardee County IDA Carlton Street Extension



April Pronovich - *Assistant Project Manager - 100% Availability for this project*
Collier County Schools Continuing Contract Services
Sarasota County Phillippi Estate Park Mansion Waterproofing
Sarasota County Sheriff Building HVAC/Roof Renovations
Sarasota County Jail Mechanical Upgrades
Sarasota County West Jail
Sarasota County Fire Station #2 Renovations

Similar Projects and References:



Manatee County Beach Lifeguard Towers - Completion Date: May 2020

Owner: Manatee County Government

Contract Type: Continuing Service Contract

Project Amount: \$1,940,431

Owners Representative: Mr. Tom Yarger, Construction Services Director, (941) 749-3003

Demolition and reconstruction of 9 portable and 2 permanent lifeguard towers. Structures were constructed with heavy timber structural members, infill framing, hardi board exterior siding, hurricane windows/doors and security shutters, metal roofing, aluminum railings and gates, exhaust louvers, and rooftop ventilators.



Shamrock Park Deck Renovation - \$364,932 - Completion Date: January 2022

Owner: Sarasota County Government

Contract Type: Sarasota County General Contracting Services

Project Amount: \$364,932.28

Owners Representative: Mr. Dan Perry, Project Manager, Sarasota County, (941) 861-0962

Renovation and ADA compliance of the entire deck system at Shamrock Park. This was accomplished by replacing all existing deck boards with composite deck boards and installing two ADA compliant ramps at each end of the walkways. Assessing, repairing and/or rebuilding any area of the structural framing where decay or deterioration was found.



Woodmere Park Cupola Renovation - Completion Date: December 2022

Owner: Sarasota County Government

Contract Type: Sarasota County General Services Contract

Project Amount: \$373,062.64

Owners Representative: Brandy Kell, Sarasota County (941) 861-0725

Removed and replaced the cupola located on the roof of the gymnasium. This was accomplished by removing and replacing all existing cupola framing and installing a new cupola. Responsibilities included assessing, repairing, and rebuilding any areas of structural framing where the cupola was removed for repair.

Documents Enclosed include:

- Conflict of Interest Form
- Disclosure for Consultant, Engineer, Architect
- Scrutinized Companies Form
- E-Verify

Preconstruction Services Proposal \$ Cost?

Preconstruction fee would be \$5,000 for Precon Services for this project.

Respectfully Submitted,



John J. Cox III (Jack Cox), President
Halfacre Construction Company
jackcox@halfacreco.com | (941) 907-9099



CITY OF NORTH PORT
Construction Management Services
NO. 2023-17
THIS IS NOT AN ORDER

Date: 6/2/2023

Page: 1 of 3

Public Works Department
1100 N. Chamberlain Blvd.
North Port, Florida 34286

CITY OF NORTH PORT
Holtrey, Project Manager

Contact Person: Scott a

Contact Phone: 941-302-9007

Contact Fax: N/A

Contact Email: sholtrey@northportfl.gov

Reply No Later Than: August 7, 2023 @ 2:00 p.m. (EST)

REQUEST FOR LETTERS OF INTEREST NO. 2023-01

**MYAKKAHATCHEE CREEK ENVIRONMENTAL PARK (MCEP) RESTROOM
REPLACEMENT**

The City of North Port Public Works Department (NPPW) is currently accepting Letters of Interest from all the firms within Construction Management Services – Continuing Service contracts for the City of North Port pursuant to Contract No. 2023-17.

INTENT: It is the intent of the City to secure Construction Management service to participate in the design, permit, provide bidding services, and provide construction phase services associated with the replacement of an existing restroom structure with a new ADA-compliant restroom.

BACKGROUND/SCOPE OF SERVICES:

BACKGROUND

The existing restroom structure and associated ramp are not ADA-compliant, and the composting toilet is under-performing. The site has a well and access to power, but floods regularly and does not currently have a connection to sewer or septic. The structure is at the end of useful lifespan and not elevated above the site flood plain. This project will provide an elevated and/or flood-proof, restroom structure with ADA-compliant access from existing parking. Restroom could house either one, or two, single-occupant restrooms which could be prefabricated or built-in place, dependent upon projected cost of construction.

SCOPE OF SERVICES

TASK 1- PROJECT MANAGEMENT AND COORDINATION

This task will include overall project management by the consultant and coordination with attendance at project meetings, and assistance with any permitting coordination as needed. This task will include a project kickoff meeting with NPPW and Parks staff to review the project, address regulatory concerns/restrictions, and any items pertinent to the progress of the project.

Additional data may be requested as needed. The firm will host a pre-bid meeting and answer contractor questions via addenda during the bidding process. The firm will also work with NPPW staff to acquire the information. This may include phone calls, meetings, site visits and email communications with staff.

TASK 2 – COORDINATE AND SUPERVISE

The firm shall advise and consult on various city's projects. They shall also oversee all phases of the construction including vendors, sub-contractors, suppliers and all personal involved with the project. During design phase may also consult with the client during the design phase to help refine construction plans and control costs.

TASK 3 – BID PHASE SERVICES

The firm will host a pre-bid meeting and answer contractor questions via addenda during the bidding process. Upon issuance of the final addenda, the firm will present a proposed Guaranteed Maximum Price (GMP) for issuance of an amendment.

TASK 4 – CONSTRUCTION PHASE SERVICES

The firm will receive submittals and forward RFI's during construction. Site supervision is required at any time subcontractors are mobilized to the site.

DELIVERABLES

The firm shall provide a GMP, bid schedule, work timetables and details.

LETTER OF INTEREST (LOI) REQUIREMENTS

Proposals shall include a project plan which specifies the firm's understanding of project and required deliverables; ability and relevant expertise/qualifications of the firm's personnel to be used in performing the service; availability of staff and ability to meet project schedule; the firm's proposed cost saving measures for the project and enhancements for the project, if any; and provide a schedule that will meet the timeline requirements of this project.

Construction Managers are to provide references for at least three (3) similar projects within the last five (5) years. Name, title, email, and phone numbers are required for appropriate contact for each reference.

LOI are to include the names of all subconsultants to be used on this project.

E-VERIFY SYSTEM: The City, Consultant and every subconsultant shall register with and use the E-Verify system of the United States of Homeland Security to verify the work authorization status of all new employees as required by Section 448.095, Florida Statutes. A Consultant who enters into a contract with a subconsultant, must require that the subconsultant provides the Consultant a certification by affidavit stating that at the time of such certification and during the term of the contract, the subconsultant does not and will not employ, contract, or subcontract with an unauthorized alien, who is not authorized under federal law to be employed in the United States, as described in 8 U.S.C.S. 1324A (H)(3). The Consultant shall comply with all other federal laws pertaining to the subconsultant.

ATTACHMENTS

1. 30% WSP planset
2. Conflict of Interest Form
3. Disclosure for Consultant, Engineer, Architect
4. Scrutinized Companies Form
5. Statement of Non-Submittal
6. E-Verify
7. Location Map

Please Note: The Conflict of Interest Form and Disclosure for Consultant, Engineer, Architect **must be submitted** with proposals for consideration.

Any questions concerning this project must be submitted via email to Scott A Holtrey at scholtrey@northportfl.gov respectively no later than **August 8, 2023**.

All firms within Contract No. 2023-17 are encouraged to submit a letter (not to exceed four (4) single-sided pages including references) that provides the above information and adequately expresses why it would be in the City's best interest to select the submitting firm(s).

**LETTERS OF INTEREST ARE TO BE DELIVERED TO THE PUBLIC WORKS
DEPARTMENT**

ON OR BEFORE AUGUST 8, 2023, AT 2:00 P.M. (EST) VIA EMAIL TO:

SCOTT A. HOLTREY: SHOLTREY@NORTHPORTEL.GOV

CONFLICT OF INTEREST FORM

Florida Statute §112.313 places limitations on public officers (including advisory board members) and employees' ability to contract with the City either directly or indirectly. Therefore, please indicate if the following applies:

[Print Form](#)

[Clear All Fields](#)

PART I.

- I am an employee, public officer or advisory board member of the City
_____ (List Position Or Board)
- I am the spouse or child of an employee, public officer or advisory board member of the City.
Name: _____
- An employee, public officer or advisory board member of the City, or their spouse or child, is an officer, partner, director, or proprietor of Respondent or has a material interest in Respondent. "Material interest" means direct or indirect ownership of more than 5 percent of the total assets or capital stock of any business entity. For the purposes of [§112.313], indirect ownership does not include ownership by a spouse or minor child.
Name: _____
- Respondent employs or contracts with an employee, public officer or advisory board member of the City.
Name: _____
- None of The Above.

PART II:

Are you going to request an advisory board member waiver?

- I will request an advisory board member waiver under §112.313(12).
- I will NOT request an advisory board member waiver under §112.313(12).
- N/A.

The City shall review any relationships which may be prohibited under the Florida Ethics Code and will disqualify any vendors whose conflicts are not waived or exempt.

BUSINESS NAME: Halfacre Construction

NAME (PERSON AUTHORIZED TO BIND THE COMPANY): Tom Rees

SIGNATURE:  DATE: 07/17/2023

**DISCLOSURE FORM FOR
CONSULTANT/ENGINEER/ARCHITECT**

Please select only one of the following three options:

Print Form

Clear All Fields

Our firm has no actual, potential, or reasonably perceived, financial* or other interest** in the outcome of the project.

Our firm has a potential or reasonably perceived financial* or other interest** in the outcome of the project as described here:

_____.
Our firm proposes to mitigate the potential or perceived conflict according to the following plan:

Our firm has an actual financial* or other interest** in the outcome of the project as described here:

_____.

***What does "financial interest" mean?**

If your firm, or employee(s) of your firm working on the project (or a member of the employee's household), will/may be perceived to receive or lose private income depending on the government business choices based on your firm's findings and recommendations, this must be listed as a financial interest. An example would be ownership in physical assets affected by the government business choices related to this project. The possibility of contracting for further consulting services is not included in this definition and is not prohibited.

****What does "other interest" mean?**

If your firm, or employee(s) of your firm working on the project (or a member of the employee's household), will/may be perceived to have political, legal or any other interests that will affect what goes into your firm's findings and recommendations, or will be/may be perceived to be affected by the government business choices related to this project, this must be listed as other interest.

BUSINESS NAME: Halfacre Construction

NAME (PERSON AUTHORIZED TO BIND THE COMPANY): Tom Rees

SIGNATURE:  DATE: 07/17/2023

VENDOR'S CERTIFICATION FOR E-VERIFY SYSTEM

The undersigned Vendor/Consultant/Contractor (Vendor), certifies the following:

1. Vendor is a person or entity that has entered into or is attempting to enter into a contract with the City of North Port (City) to provide labor, supplies, or services to the City in exchange for salary, wages or other remuneration.
2. Vendor has registered with and will use the E-Verify System of the United States Department of Homeland Security to verify the employment eligibility of:
 - a. All persons newly hired by the Vendor to perform employment duties within Florida during the term of the contract; and
 - b. All persons, including subcontractors or subconsultants, assigned by the Vendor to perform work pursuant to the contract with the City.
3. If the Vendor becomes the successful Contractor who enters into a contract with the City, then the Vendor will comply with the requirements of Section 448.095, Fla. Stat. "Employment Eligibility", as amended from time to time.
4. Vendor will obtain an affidavit from all subcontractors attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien as defined in 8 United States Code, Section 1324A(H)(3).
5. Vendor will maintain the original affidavit of all subcontractors for the duration of the contract.
6. Vendor affirms that failure to comply with the state law requirements can result in the City's termination of the contract and other penalties as provided by law.
7. Vendor understands that pursuant to Florida Statutes, section 448.095, the submission of a false certification may result in the termination of the contract if one is entered into, and may subject the Vendor named in this certification to civil penalties, attorney's fees and costs.

VENDOR: Halfacre Construction (Vendor's Company Name)

Certified By: 
AUTHORIZED REPRESENTATIVE SIGNATURE

Print Name and Title: Tom Rees, Vice President

Date Certified: 7/17/23

Scrutinized Company Certification Form

Company Name: Halfacre Construction
Authorized Representative Name and Title: Tom Rees, Vice President
Address: 7015 Professional Pkwy City: Lakewood Ranch State: FL ZIP: 34240
Phone Number: 941-907-9099 Email Address: trees@halfacreco.com

A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with the City of North Port for goods or services of any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Florida Statutes, section 215.4725, or is engaged in a boycott of Israel.

A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with the City of North Port for goods or services of \$1 million or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Florida Statutes, section 215.473, or with companies engaged in business operations in Cuba or Syria.

CHOOSE ONE OF THE FOLLOWING

This bid, proposal, contract or contract renewal is for goods or services of less than \$1 million. As the person authorized to sign on behalf of the above-named company, and as required by Florida Statutes, section 287.135(5), I hereby certify that the above-named company is not participating in a boycott of Israel.

This bid, proposal, contract or contract renewal is for goods or services of \$1 million or more. As the person authorized to sign on behalf of the above-named company, and as required by Florida Statutes, section 287.135(5), I hereby certify that the above-named company is not participating in a boycott of Israel, is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and it does not have business operations in Cuba or Syria.

I understand that pursuant to Florida Statutes, section 287.135, the submission of a false certification may result in the termination of the contract if one is entered into, and may subject the above-named company to civil penalties, attorney's fees and costs.

Certified By: 
AUTHORIZED REPRESENTATIVE SIGNATURE

Print Name and Title: Tom Rees, Vice President

Date Certified: 07/17/2023

Solicitation/Contract/PO Number (Completed by Purchasing): _____

[Print Form](#) [Clear All Fields](#)